

MADERA COUNTY
TRAFFIC SIGN SUPERVISOR

DEFINITION

Under general direction, to supervise, assign, coordinate, review, and participate in the work of staff responsible for the manufacture, installation, maintenance, and repair of traffic and road signs; to direct the striping of roads and painting of pavement markings; and to do related work as required.

SUPERVISION EXERCISED

Exercises direct supervision over maintenance staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Supervises, assigns, coordinates, reviews, and participates in the work of staff responsible for the manufacture, installation, and maintenance of street and traffic signs; provides supervision and training to assigned staff; assigns and evaluates staff work; directs the striping of roads and painting of pavement markings; maintains proper controls on labor, equipment, and materials used; inspects County roads to determine the extent and cost of needed road sign installation, maintenance, and repair and pavement markings; estimates material, labor, and equipment needed; consults with the Road Commissioner in planning and laying out projects; assigns equipment for maximum utilization; promotes job safety and accident prevention; directs emergency repair operations; investigates accidents related to road sign and pavement marking problems; operates equipment and performs road sign maintenance and repair assignments and pavement marking assignments when necessary; responds to and deals with public complaints; ensures proper maintenance and upkeep of assigned equipment; oversees and participates in the preparation, completion, and maintenance of a variety of records and reports; prepares reports and necessary correspondence.

OTHER JOB RELATED DUTIES

Performs related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Methods, procedures, tools, materials, and equipment used in the manufacture, installation, maintenance, and repair of County road signs, road striping, and pavement marking.

Uses of a variety of paints, lacquers, enamels, epoxies, and other materials in traffic and road sign manufacture.

Operation and maintenance of striping machines, air compressors, pneumatic tools, and a variety of tools and equipment.

Pertinent Federal, State, and local laws, codes, and regulations with special emphasis on those related to the installation of road signs, traffic signs, and pavement markings.

Geography and location of roads within the County.

Safe work practices.

Cost, labor, equipment, and materials estimating for projects.

Principles of supervision, training, and performance evaluation.

Madera County
Traffic Sign Supervisor (Continued)

Skill to:

Operate a variety of traffic sign, road striping, and pavement marking equipment safely and skillfully.
Operate a motor vehicle safely.
Perform heavy physical labor.

Ability to:

Supervise, assign, coordinate, and review the work of assigned staff.
Accurately estimate costs, time, equipment, and materials needed for road and traffic sign, pavement marking, and road striping projects.
Assign equipment for maximum project utilization.
Perform a variety of work assignments in the manufacture, installation, maintenance and repair of road and traffic signs, road striping, and pavement marking.
Maintain time and equipment records.
Effectively represent the Road Department in contacts with the public.
Communicate clearly and concisely, both orally and in writing.
Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Four years of increasingly responsible experience in road and traffic sign manufacture, installation, maintenance, and repair, road striping, and pavement marking work preferably including at least one year in a lead or supervisory position.

Training:

Equivalent to the completion of the twelfth grade.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, and lift 50 lbs.; exposure to cold, heat, noise, outdoors, vibration, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for on-call and stand-by.

Effective Date: May, 1995